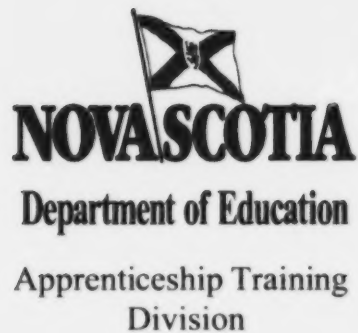




Building *the* **Future**

**Training and Examination Schedule
2002 - 2003**

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Vision, Mission and Mandate

The Apprenticeship Training Division's goals, guiding principles, and strategies support a client centered approach to training and certification, and are designed to create a training program that is accessible, current, flexible, relevant and valued by Nova Scotians.

Vision - a dynamic training and certification system that enhances Nova Scotia's economic development opportunities through apprenticeship training and certification opportunities.

Mission - to provide quality, accessible apprenticeship training that contributes to the development of a skilled workforce and meets the needs of Nova Scotia businesses.

Mandate - manage the Nova Scotia Apprenticeship Program and provide leadership in standards development to ensure that standards for both technical and skills training are of the highest quality, and are current and relevant to the needs of Nova Scotia employers and tradespeople.

Frequently Asked Questions

What is apprenticeship?

Apprenticeship is an agreement between an apprentice, an employer, and the Department of Education, Apprenticeship Training Division in which an apprentice agrees to work for an employer for a specific length of time in exchange for extensive, supervised on-the-job skills training (practical) and technical training (theory).

Apprenticeship provides apprentices the opportunity to earn while they learn. The term of apprenticeship is usually three or four years. Successful completion of the program results in a Certification of Qualification which recognizes the tradesperson as a skilled journeyperson.

How do you become an apprentice?

To register as an apprentice, you must be employed in the occupation, serve a 90 day probationary period and sign an agreement with your employer and the Nova Scotia government. The agreement outlines the terms of the apprenticeship and the responsibilities of the apprentice and employer. For registration information, please contact an Industrial Training and Certification Officer.

What qualifications are needed to become an apprentice?

To register as an apprentice in Nova Scotia, you must have successfully completed grade 12, or the equivalent and have an employer who is willing to train you in accordance with the apprenticeship agreement.

How long is an apprenticeship?

Apprenticeship training is a combination of on-the-job and technical training. In the Apprenticeship Program, 2000 hours is recognized as one year of training. Each designated trade has a specific number of hours which must be completed to qualify for a Certificate of Qualification.

The number of hours required in each designated trade is determined by industry and is incorporated into the Trade Regulations for the trade. The time requirement to complete a designated trade and qualify for a Certificate of Qualification ranges from 4000 to 10,000 hours.

What are apprentices paid?

Apprentices earn 40 to 90 percent of the current journeyperson wage rate. Wages increase as each stage of development is successfully completed. The wage rates are set out in the Trade Regulations for each occupation.

Why is apprenticeship important?

Apprenticeship is considered the most effective form of occupational training. It combines up-to-date technical training with practical hands-on experience to provide apprentices with excellent employment opportunities.

What is a designated trade?

A designated trade is a trade/occupation regulated by the *Nova Scotia Apprenticeship and Trades Qualifications Act and General Regulations*. The Act provides for formal apprenticeship training and the issuing of Certificates of Qualification to those who earn journeyperson status.

What is compulsory certification?

Trades are compulsory certified for reasons of personal and/or public safety, and for the protection of the environment. Those employed in a compulsory certified trade must hold a current Certificate of Qualification recognized by the Province of Nova Scotia, or a Certificate of Qualification from another jurisdiction with the Interprovincial Red Seal affixed, or be a registered apprentice or a registered improver in the Province of Nova Scotia.

There are 8 compulsory certified trades in Nova Scotia:

- Automotive Service Technician
- Automotive Service Technician (Service Station Mechanic)
- Bricklayer
- Construction Electrician
- Oil Burner Mechanic
- Plumber
- Refrigeration and Air Conditioning Mechanic
- Truck and Transport Mechanic

To contact the Apprenticeship Training Division:

- **Halifax**
Tel: (902) 424-5651
Toll free: 1-800-494-5651
Fax: (902) 424-0717
- **Truro**
Tel: (902) 893-5988
Fax: (902) 893-6104
- **Sydney**
Tel: (902) 563-2149
Fax: (902) 563-3491
- **Yarmouth**
Tel: (902) 742-0775
Fax: (902) 742-4628

Steps to become a registered apprentice

1. Complete high school or equivalent

The more education you have, the better your chances of being hired and succeeding in your chosen trade. You must be at least 16 years of age to enter the Apprenticeship Training Program. Generally, all trades require strong communications, mathematics and science skills.

2. Choose a trade or apprenticeable occupation

After graduation, you must choose the designated trade that appeals to your interests. This is not always easy. Take your time and you will find what you are looking for.

3. Be actively employed in the trade

Once you choose a trade, you must find an employer who will hire you as an apprentice. You may have to visit several job sites before you find the right one. Don't give up. Many employers know the benefits of starting someone from the ground up. Just ensure the employer is willing to spend time to train you and also allow you to attend technical training. That will be outlined in the apprenticeship contract between you and your employer.

4. Contact the Apprenticeship Training Division

Speak with the Industrial Training and Certification Officer for your region about registering as an apprentice. The officer will set up a meeting with you and your employer at your workplace to discuss the Apprenticeship Agreement. The Agreement is a formal contract between the apprentice, employer, and the Department of Education.

5. Sign the Apprenticeship Agreement

After a 90-day probationary period, you will sign the Apprenticeship Agreement with your employer, outlining the terms of your apprenticeship. As an apprentice you will agree to work for an employer for a specified length of time in exchange for extensive, supervised on-the-job skills training. You also agree to undertake the required technical training.



What is happening in Apprenticeship ?

Transitions

The Apprenticeship Training Division has changed in many ways over the past few years.

The changes result from attempts to be more responsive and flexible in meeting client needs in a fast-paced, expanding Nova Scotia economy. Changes have impacted positively on internal operations and external service delivery. Within the Division, staff have been realigned to better respond to clients in a timely fashion. Industrial Training and Certification Officers are now located throughout the province in an efficient arrangement of satellite offices in Sydney, Truro and Yarmouth.

Orientation of staff in the Halifax office by specialty has improved efficiency in the areas of curriculum development and validation, progress record book enhancement, examination development and application processing.

Many Apprenticeship Program products are undergoing major revisions to meet current industry standards. A new client electronic database has been implemented which allows for the generation of more accurate information and reporting to provide a clear picture of client status, certification information and more comprehensive record-keeping. These changes have resulted in the streamlining of processes to the benefit of clients.

Linkages

The Division participates with other jurisdictions throughout the country to develop nationally recognized standards.

The National Occupational Analyses (NOA) Series is developed to give an accurate profile of the required skills in each trade area. The NOAs are used as the basis for training and examination development. Human Resources Development Canada is a major partner in this Canada-wide initiative.

Interprovincial examinations meet a common, industry established benchmark across the country. They facilitate labour mobility throughout Canada as the 'Red Seal' is the nationally recognized journey person endorsement. Professional trades practitioners with this status can work anywhere in the country without further training or examination. Nova Scotia has adopted all forty-four interprovincial examinations for its certification standards.

Revisions to Training

Technical training for apprenticeship clients is being reformatted. A move to course-based training to replace the traditional block release system provides clients and employers more access and more choices in training.

The Virtual Campus of the Nova Scotia Community College offers courses on-line and many clients choose to train in this medium. They can stay on the job and study at the same time. Some clients use a blend of Internet and in-class training. It is a much more flexible and adaptable arrangement.

Apprenticeship training very much relies on the employer partner to deliver the skills training in the context of the work environment.

An initiative undertaken with the University College of Cape Breton has seen a new campus open in the Halifax area. It provides options to those clients who formerly attended training in Sydney to remain closer to home and family while they train. The response to this initiative has seen enrollments in training programs increase dramatically.

Partnerships and Stakeholders



Atlantic Program Standards Partnership (Atlantic Initiative)

The Atlantic Provinces cooperate on common curriculum standards development for apprenticeship training. Common standards will provide greater mobility for clients moving within the Atlantic region. New 'Record of Occupational Progress Books' (logbooks) are being developed to reflect the common Atlantic standards and facilitate apprenticeship transfers from one jurisdiction to another.

Joint Registration Agreements

The Apprenticeship Training Division works with a number of organizations to develop mechanisms leading to improved training and employment opportunities. The goal of the Apprenticeship Training Division is to involve more employers and organizations in the Nova Scotia Apprenticeship Program.

Partnership agreements have been signed with several organizations to allow apprentices to be registered directly to the organizations. Many benefits result from these partnerships.

Tracking the current employer of apprentices becomes the role of the organization. The Apprenticeship Training Division coordinates apprenticeship technical training and more accurately projects training requirements with each organization.

This avoids duplication and inefficiencies in the system. Apprentices benefit by moving smoothly through the Apprenticeship Program with all partners working together to facilitate the path to certification.

Provincial Apprenticeship Board

The Nova Scotia Provincial Apprenticeship Board functions in an advisory capacity to the Minister of Education on matters relating specifically to apprenticeship training in the Province.

As a fundamental link between government, business and industry, the Board is responsible for recommending the designation of new trades/occupation in Nova Scotia.

The Board's key role is to promote and educate the public about apprenticeship so that the Apprenticeship Program may continue to grow into the twenty-first century.

Interprovincial Standards Examination Committee (ISEC)

ISEC is a working group responsible for the development, validation and revision of National Occupational Analyses (NOAs), training standards, interprovincial examinations and examination item banks under the direction of the Canadian Council of Directors of Apprenticeship (CCDA) Products Committee.

Canadian Council of Directors of Apprenticeship (CCDA)

The CCDA is vested with its authority by the Forum of Labour Market Ministers with responsibilities for Labour Market matters. It is responsible for the administration of the Interprovincial Standards (Red Seal Program). The mandate of the CCDA is to encourage the standardization of provincial/territorial training and certification programs and to provide greater mobility across Canada for skilled workers.

Essential Skills Initiative

Essential skills can mean success or failure in most jobs and training programs. The Nova Scotia Department of Education, Human Resources Development Canada, Nova Scotia Community College and The National Literacy Secretariat have partnered to establish the Apprenticeship Essential Skills Initiative. In addition to the four partners other stakeholders include apprentices, journeypersons, organised labour and employers.

Essential skills include – reading text, document use, math, writing, oral communications, teamwork, problem solving, critical thinking, basic computer use, continuous learning and English as a second language. The essential skills initiative will integrate an informal assessment with the apprenticeship registration process. Early identification of an apprentice's essential skills will determine if the apprentice has the skills to be successful in training, if not, an individualised learning plan will provide the support needed for success.

As the Apprenticeship Essential Skills Initiative is rolled out, each registered apprentice will be interviewed and assessed and, when appropriate, will receive an individualised learning plan. The learning plan will be specific to the essential skills needs of the apprentice and the specific skill requirements of the chosen trade. This will ensure each and every apprentice has the opportunity for success both on the job and in the classroom.

Skills Nova Scotia

The Division works in partnership with Skills Nova Scotia to promote awareness of trades within the broader community. This has generated much excitement over the past several years and applications for skills competitions continue to increase. Nova Scotia has proven itself on the national and world stage with the quality of competitors sent forward to skills competitions. With the need to increase awareness of the trades as viable and exciting career options, partnerships work toward putting apprenticeship at the forefront of career options.

Techsploration

Techsploration, an experiential program, allows young women in Grade 9 to explore the world of trades and technology with peer mentors. Participants take the knowledge gained from the Techsploration Program back to their respective high schools to share with fellow students.

The Apprenticeship Training Division partners with industry, the community college, the public school system, and Women In Trades & Technology, Nova Scotia (WITT NS) to deliver this program each year. The Techsploration Program provides the incentive for young women to consider expanded career choices for their future.

What can Nova Scotia industry do to improve Apprenticeship Training?

When an employer enters into an apprenticeship agreement with the apprentice and the Department of Education, the employer accepts responsibility to provide the apprentice with practical training and instruction. It is a responsibility that must be taken seriously. To complete an Apprenticeship Program and pass a certification examination, the apprentice is expected to know the full scope of skills in a trade as defined by industry and identified in an occupational analysis.

The Apprenticeship Program is a partnership with industry, government and apprentices. It is generally a four year commitment to both on-the-job and technical training. The technical portion is arranged through the Department of Education and amounts to approximately 15% of the total term of apprenticeship.

On-the-job training, which is provided by industry, accounts for the other 85%. It is unrealistic to expect that an apprentice can achieve success on a certification examination and become an accomplished journeyperson based on technical training alone. Therefore, the commitment of industry, and especially employers and their experienced journeypersons, to train apprentices in the practical skills of the trade is critical to the success of the Apprenticeship Program.

Designated Trades in Nova Scotia

Symbols:

- ◆ Red Seal Occupation
- Compulsory Certified Trade
- * Apprenticeship training is currently not offered in these trades in Nova Scotia

Note:

One year of apprenticeship equals approximately 2000 hours

Trade	Term (years)	Description
Alarm and Security Technician *	3	Installs/repairs intrusion alarm, closed circuit video and access control systems.
Appliance Service Technician ◆*	3	Repairs and services household appliances.
Automotive Painter ◆*	2	Prepares and paints motor vehicles.
Automotive Service Technician ◆ □	4	Servises and repairs the brakes, suspension, engine, and fuel systems of cars and light trucks.
Automotive Service Technician - Service Station Mechanic □	2	Performs tune-ups, safety inspections, services and repairs the brakes, clutch, and tires of cars and light trucks.
Baker ◆*	3	Makes breads, pastries, cookies and cakes.
Boilermaker ◆	3	Builds, tests, and repairs air-tight and liquid-tight containers such as boilers and storage tanks.
Bricklayer ◆ □	4	Builds and repairs walls, floors, fireplaces, walkways with bricks, blocks and stones.
Cabinet Maker ◆ *	4	Builds custom or production-type wooden (or wood substitute) fixtures or furniture.
Carpenter ◆	4	Works with wood or wood substitutes in the construction of buildings.
Concrete Finisher ◆*	3	Places, finishes, cuts and repairs concrete.
Construction Electrician ◆ □	4	Installs, alters, repairs, and maintains electrical systems in buildings and residences.
Cook ◆	3	Prepares food and meals in hotels, restaurants and institutions.
Electric Motor System Technician ◆ *	4	Repairs and rebuilds electric motors, generators, transformers, controls and equipment.
Electronics Technician (Consumer Products) ◆*	4	Servises and repairs radios, televisions, and VCRs.
Farm Equipment Mechanic ◆	4	Repairs and services machines typically used in farming industry.
Floor Covering Installer ◆*	2.5	Installs many types of resilient or carpet floor covering.
Gas Fitter	2	Installs piping, appliances, equipment, and controls for the use of natural gas or propane as fuel.
Glazier ◆*	4	Prepares, installs, and replaces glass.
Hairstylist ◆*	2	Cuts, trims, waves and colours hair, massages face and scalp, trims beards and mustaches.
Heavy Duty Equipment Technician ◆	4	Repairs and maintains heavy duty equipment such as bulldozers, cranes and graders.
Industrial Electrician ◆	4	Installs, repairs, and maintains electrical wiring and electrical equipment for industrial uses.
Industrial Instrument Mechanic ◆*	4	Repairs, maintains and installs industrial measuring and controlling equipment.
Industrial Mechanic (Millwright) ◆	4	Installs and maintains machinery and equipment in factories and production plants.

Insulator (Heat and Frost) ♦*	4	Installs insulating materials in commercial and industrial structures, removes asbestos.
Ironworker (Generalist) ♦	3	Builds, erects, constructs and joins structural steel used in buildings, bridges and towers.
Lather (Interior Systems Mechanic) ♦*	3	Installs ceiling, drywall partitions, sound-proofing, and vapour barriers in buildings.
Locksmith *	4	Repairs, installs and adjusts locks, and maintains safes and vaults.
Machinist ♦	4	Manufactures and repairs industrial components and mechanical devices by using a variety of metal cutting and shaping machinery.
Marine Fitter *	4	Makes and repairs structural metal parts for ships, cuts and shapes metal for ship building.
Metal Fabricator (Fitter) ♦	4	Makes and repairs metal parts used in the construction of bridges, buildings and boilers.
Mine Electrician *	2.5	Installs, repairs and maintains electrical equipment and systems used in mining.
Mine Mechanic *	2.5	Repairs, maintains and assembles equipment and machinery used in mining.
Mobile Crane Operator ♦*	3	Uses mobile cranes to lift, move, and place heavy objects, repairs, maintains and moves cranes.
Motorcycle Mechanic ♦*	4	Assembles, services and repairs motorcycles, motor scooters, and accessories.
Motor Vehicle Body Repairer (Metal & Paint) ♦	4	Repairs, restores and replaces damaged body parts such as glass, trim, steering and suspension.
Oil Burner Mechanic ♦□	3	Installs, repairs and services oil burning and oil combination burning equipment and appliances.
Painter and Decorator ♦*	3	Applies paint, varnish, stain, wall paper, and wall coverings to interior and exterior surfaces.
Partaperson ♦*	3	Stores and dispenses automotive, heavy duty, or farm machinery parts.
Plumber ♦□	4	Installs and repairs piping and other equipment used to move, store or dispose of water, gas and sewage.
Power Engineer	2-4	Maintains equipment, boilers and generators that provide heat, ventilation and powers for buildings.
Powerline Technician ♦	4	Builds and maintains overhead and underground electrical systems, powerlines, poles and street lights.
Recreation Vehicle Service Technician ♦*	3	Installs, repairs and services Class A, B & C motorhomes, truck campers, holiday, fifth wheel, park mobile, and tent trailers.
Refrigeration & Air Conditioning Mechanic ♦□	4	Installs and services refrigerating and air conditioning systems.
Restoration Stone Mason *	4	Constructs and repairs structures using stone.
Roofer ♦*	3	Installs and repairs single or multi-ply roofing systems, shingles and pre-formed rigid sheeting.
Sheet Metal Worker ♦	4	Designs, makes, installs and repairs sheet metal products and parts.
Sprinkler System Installer ♦	4	Installs and maintains permanent fire extinguishing systems.
Steamfitter - Pipefitter ♦	4	Installs piping, equipment and controls for hot water, steam, process and chemical piping.
Tool and Die Maker ♦*	4	Makes, repairs or modifies prototype, or special tools, dies and fixtures.
Truck-Trailer Repairer ♦*	4	Repairs and services the braking, electrical hydraulic system and heating/cooling units of truck trailers.
Truck and Transport Mechanic ♦□	4	Repairs and services the various systems and engine components of buses and transport vehicles.
Welder ♦	3	Joins, cuts or shapes metal using electric arc, oxyacetylene flame or other processes.

Technical Training Information



Cost of Training

Apprentices have options in training delivery. Currently, apprentices who register to take a course in a classroom setting pay a tuition fee of \$40.00 per week of training. Apprentices who register to take courses via the Internet pay \$65.00 per course.

All tuition fees are paid directly to the training provider. Costs for text books are the responsibility of the apprentice.

Most apprenticeship training is provided by the University College of Cape Breton in Sydney and Halifax, and through several campuses of the Nova Scotia Community College. The Nova Scotia Agricultural College in Truro offers Farm Equipment Mechanic training and Sprinkler System Installer training is available through the United Association of Plumbers and Pipefitters, Local 56 in Dartmouth.

Declaration of Waiver

Every effort will be made to adhere to details in this calendar. Courses listed and procedures outlined were those in effect at the time of publication. The course details and general provisions of this calendar are not to be regarded however, as an irrevocable offer by the training institutions to any individual.

Training institutions reserve the right to make changes without prior notice affecting, but not limited to, such areas as fees, course scheduling, instructor availability, programs of study and general regulations. The training institutions will not be liable for any loss or damage incurred by any student as a result of such changes.

Please refer to the Apprenticeship Training Division web site for the most up-to-date version of the calendar at:
<http://apprenticeship1.Dnet.ns.ca>

Attendance Policy

In compliance with the *Apprenticeship and Trades Qualifications Act and General Regulations*, HRDC funding requirements, employer expectations, and recognizing the intensive nature of the training courses, a mandatory attendance policy applies to all classroom training.

For apprenticeship training courses structured and delivered as 30 hour credits, prompt and regular attendance is expected of all clients. Upon successful completion of the course ending evaluation, apprentices will be granted a 30 hour practical credit towards the term of their apprenticeship. Clients who fail to meet the mandatory attendance requirement will not be permitted to challenge course ending examinations, resulting in a course failure.

Absenteeism may also result in the cancellation of an Apprenticeship Training Agreement or jeopardize the apprentice's ability to access future technical training. Apprentices eligible for apprenticeship training and allowances from HRDC must fulfill attendance requirements to receive benefits and must reimburse monies for time absent.

Excused Absences

The policy permits no more than one excusable absence, not exceeding one training day, during any 30 hour training course. Excused absences may be granted when documentation is received from an employer on company letterhead ensuring that the employer/sponsor knows of the absence. Acceptable excuses include personal illness or injury.

Documentation must be provided to the faculty member and copied to the apprentice's assigned Industrial Training and Certification Officer within two weeks of the absence before credits are granted.

Unexcused Absences

Decisions to permit the challenge of course-ending examinations resulting from absences or incidents not exceeding ½ training day will be at the faculty member's discretion. Late arrivals or early departures in excess of ten minutes will be considered a ½ day absence.

Apprenticeship Training Providers

The Apprenticeship Training Division has two main partners in the delivery of technical training, the Nova Scotia Community (NSCC), and the University College of Cape Breton (UCCB). The Division also partners with the Nova Scotia Agricultural College (NSAC) to deliver Farm Equipment Mechanic training, and UA Local 56 to provide Sprinkler System Installer training.

Technical training emphasizes quality, currency, and relevancy in the subject matter. The Apprenticeship Training Division and the training providers ensure apprentices are trained to a predetermined quality standard.

Nova Scotia Community College, NSCC

Nova Scotia Community College, is the largest post-secondary applied education institution in Nova Scotia offering programming in Trades & Technologies, Applied Arts and Communication, Business, Computers, Electrical & Electronics, Geographic Sciences, Health & Human Services, Hospitality & Tourism, Marine, and Natural Resources.

The mission statement of Nova Scotia Community College – *Building Nova Scotia's economy and quality of life through education and innovation* – reflects the commitment of the College's 1100 employees to ensuring every student is workforce prepared. Faculty are active industry members involved in the development and renewal of curriculum.

NSCC is the largest provider of apprenticeship training, with over 6000 course registrations across 18 different trade programs. With a close working relationship with the Department of Education, Apprenticeship Training Division, NSCC ensures current and relevant training standards and curriculum.

The College is pleased to partner with Apprenticeship Training Division to develop innovative modes of delivery such as NSCC's Virtual Campus and part-time studies making training accessible and timely throughout the entire province.

University College of Cape Breton, UCCB

As one of Canada's leading university colleges, the University College of Cape Breton offers training in liberal arts, science, technology and trades programs.

With industry requiring competent craftspeople and technicians, UCCB in partnership with the Department of Education, Apprenticeship Training Division, is

continuously updating and revising apprenticeship curriculum to meet the needs of today's industry.

Also, as part of this partnership with the Apprenticeship Training Division, UCCB is working with Apprenticeship to develop an accreditation model, as well as developing various methods of delivery to make apprenticeship training accessible throughout the province.

The Nova Scotia Agricultural College

The Nova Scotia Agricultural College, the Atlantic University College of Agriculture, takes a leading role in providing education, research and public service in the agricultural and food industries and related disciplines. The College is dedicated to helping people acquire the skills, wisdom and independence needed for a lifetime of learning and contribution to the well-being of Atlantic Canada and other regions, both Canadian and international. NSAC offers degree and diploma programs in agriculture, engineering, business, and environmental horticulture.

We offer the only Farm Equipment Mechanic Apprenticeship Program in Atlantic Canada. Our graduates find employment with farm equipment dealers, farm equipment repair businesses, diesel repair businesses and farm enterprises.

**Farm Equipment Mechanic Apprenticeship Program
February 3 - March 7, 2003
Registration deadline: January 17, 2003**

On-Line Apprenticeship Training

Introduction

The Virtual Campus of Nova Scotia Community College, in partnership with Department of Education, Apprenticeship Training Division, offers a new approach to the delivery of apprenticeship training. The goal is to provide access to quality apprenticeship training that complements your workplace practical training while providing flexibility to meet the needs of you and your employer. Courses are delivered using content structured around the National Occupational Analysis for each trade.

The Virtual Campus approach provides apprentices the opportunity to access their training through the Internet. Apprentices can access training from home, work or wherever an Internet connection is available in the community. Training is offered in a course-based format (equates to a 30 hour credit). **Apprentices will be allowed up to three (3) months from the time of registration to complete each course.**

Cost

Apprentices are not required to purchase computer equipment to participate in distance education. Terminals are available in the Libraries of Nova Scotia Community College Campuses throughout Nova Scotia as well as in community CAP sites. Tuition for apprentices is \$65.00 per course offered through the Internet. **Please Note: The participant is responsible for purchasing textbooks and other resource materials over and above the cost of tuition.**

Registration

Regardless of how you register for courses on the Virtual Campus, it is necessary to have a **Current Training Plan** from your Industrial Training and Certification Officer. This lists the courses you are required to take. You will also need to have your Apprenticeship Client Identification Number (200 #) and Social Insurance Number. Registration can be accessed in two ways:

1) Walk In Registration:

Visit your local campus of the Nova Scotia Community College. When registering for your course be sure you have your 1) Training Plan with you as well as your 2) Apprenticeship Client ID number and 3) Social Insurance Number. You will also require an e-mail address. * Payment can be made by Cash, Cheque, Debit, Visa or Mastercard.

2) Phone In Registration:

When registering for your course by phone, be sure you have your 1) Training Plan with you as well as your 2) Apprenticeship Client ID number and 3) Social Insurance Number. You will also require an e-mail address. * Payment can be made by Visa or Mastercard.

Speak to our Admissions Centre in person from 8:00 am to 6:00 pm Monday through Thursday and 8:00 am to noon on Friday.

Halifax Metro Area:	491-4911
Outside Metro:	1-866-679-6722

*** Note:** If you do not currently have an e-mail address, contact the Virtual Campus for information on how to access a free account. Metro: 491-6774 Outside Metro: 1-877-491-6774. Clients are not registered for Internet training until tuition is paid and a User ID is received from the Virtual Campus.

What Happens Next:

When you have registered and paid for your course, the Virtual Campus will receive computer notification within 24 hours. After notification has been received, the Student Services Officer at the Virtual Campus will e-mail you a user name and password as well as written instructions on how to access your course. If you feel that you need a face-to-face orientation you can call the following numbers to arrange an appointment.

Halifax Regional Municipality:	491-6774
Outside Metro (Toll Free):	1-877-491-6774

How to Register for Technical Training

1. Review the training schedule with your employer to determine which courses meet your training needs.
2. Contact the Industrial Training and Certification Officer (ITCO) assigned to your file to register in technical training. If you reach the ITCO's voice mail, please leave your name and a number where you can be reached during the day.

The ITCO must contact you to confirm the availability of seats in the requested courses.

3. Seats are assigned on a first-come, first-serve basis within each County. To reserve your seat, it is important to plan for and register in technical training as soon as possible.

Note:

- Clients must contact their Industrial Training and Certification Officer to register for technical training. **Training Providers will not provide access to technical training if clients are not on the class list.**
- Every effort will be made to adhere to the details in this schedule. Courses listed were those in effect at the time of publication. The course details are not to be regarded however, as an irrevocable offer by the Apprenticeship Training Division or the training institutions to any individual. The Apprenticeship Training Division reserves the right to make changes without prior notice affecting, but not limited to, such areas as fees, course scheduling, instructor availability, programs of study and general regulations.
- Course numbers which include an asterix indicate they are corequisites. Clients must register in and attend both courses during their technical training session.

Apprenticeship Training Schedule: September 2002 - June 2003

Trade / Course Group	Course #	Course Name	Date	Location
ASEP - GM Automotive Service Education Program	11 K - 1	7 week section	Oct. 28 - Dec. 13	NSCC ITC
ASEP - GM Automotive Service Education Program	11 K - 2	7 week section	Mar. 3 - Apr. 18	NSCC ITC
Automotive Service Technician (A)	ASTA 0801	Fundamental Shop Skills	Sept. 16 - Sept. 20 Mar. 17 - Mar. 21	NSCC ITC UCCB Sydney
	ASTA 1802	Wheels, Tires, and Suspension Systems	Sept. 23 - Sept. 27 Mar. 24 - Mar. 28	NSCC ITC UCCB Sydney
	MPOA 1800	Basic Welding	Sept. 30 - Oct 4 Mar. 31 - Apr. 4	NSCC ITC UCCB Sydney
	ASTA 1803	Basic Electrical / Electronic Systems	Oct. 7 - Oct. 11 Apr. 7 - Apr. 11	NSCC ITC UCCB Sydney

Trade / Course Group	Course #	Course Name	Date	Location
Automotive Service Technician (A) Continued	ASTA 1813	Brake Systems	Oct. 15 - Oct. 18 Apr. 14 - Apr. 17	NSCC ITC UCCB Sydney
	ASTA 1807	Steering Systems	Oct. 21 - Oct. 25 Apr. 22 - Apr. 25	NSCC ITC UCCB Sydney
Automotive Service Technician (A & B)	ASTA 1807	Steering Systems	Nov. 18 - Nov. 22 Feb 24 - Feb. 28	NSCC ITC
	ASTA 1804	Starting and Charging Systems	Nov. 25 - Nov. 29 Mar. 3 - Mar. 7	
	ASTA 1820	Exhaust and Emission Control Systems	Dec. 2 - Dec. 6 Mar. 10 - Mar. 14	
	ASTA 1805	Ignition Systems	Dec. 9 - Dec. 13 Mar. 17 - Mar. 21	
Automotive Service Technician (B)	ASTA 1816	Engine Principles	Nov. 4 - Nov. 8 Apr. 28 - May 2	NSCC ITC UCCB Sydney
	ASTA 1817	Engine Cooling and Lubrication	Nov. 12 - Nov. 15 May 5 - May 9	NSCC ITC UCCB Sydney
	ASTA 1821	Air and Fuel Delivery Systems	Nov. 18 - Nov. 22 May 12 - May 16	NSCC ITC UCCB Sydney
	ASTA 1804	Starting and Charging Systems	Nov. 25 - Nov. 29 May 20 - May 23	NSCC ITC UCCB Sydney
	ASTA 1820	Exhaust and Emission Control Systems	Dec. 2 - Dec. 6 May 26 - May 30	NSCC ITC UCCB Sydney
	ASTA 1805	Ignition Systems	Dec. 9 - Dec. 13 June 2 - June 6	NSCC ITC UCCB Sydney
Automotive Service Technician (C)	ASTA 1822	Gasoline Fuel Injection Diagnosis	Nov 4 - Nov. 8	UCCB Sydney
			Jan. 6 - Jan. 10	NSCC ITC
			Mar. 24 - Mar. 28	NSCC ITC
	ASTA 1826	Alternative Fuel Systems	Nov. 12 - Nov. 15	UCCB Sydney
			Jan. 13 - Jan. 17	NSCC ITC
			Mar. 31 - Apr. 4	NSCC ITC
	ASTA 1806	Instrument, Accessories & Supplementary Restraint Systems	Nov. 18 - Nov. 22	UCCB Sydney
			Jan. 20 - Jan. 24 Apr. 7 - Apr. 11	NSCC ITC NSCC ITC
ASTA 1808	Vehicle Alignments	Nov. 25 - Nov. 29 Jan. 27 - Jan. 31 Apr. 14 - Apr. 17	UCCB Sydney NSCC ITC NSCC ITC	

Trade / Course Group	Course #	Course Name	Date	Location
Automotive Service Technician (C) Continued	ASTA 1809	Drive Lines and Components	Dec. 2 - Dec. 6 Feb. 3 - Feb. 7 Apr. 22 - Apr. 25	UCCB Sydney NSCC ITC NSCC ITC
	ASTA 1823	Vehicle Inspections	Dec. 9 - Dec. 13 Feb. 10 - Feb. 14 Apr. 28 - May 2	UCCB Sydney NSCC ITC NSCC ITC
Automotive Service Technician (D)	ASTA 1810	Clutches and Manual Transmissions	Jan. 6 - Jan. 10 Jan. 6 - Jan. 10 Apr. 7 - Apr. 11	NSCC ITC UCCB Sydney NSCC ITC
	ASTA 1811	Transfer Cases and Hub Assemblies	Jan. 13 - Jan. 17 Jan. 13 - Jan. 17 Apr. 14 - Apr. 17	NSCC ITC UCCB Sydney NSCC ITC
	ASTA 1824	Engine Management and Diagnostic Systems	Jan. 20 - Jan. 24 Jan. 20 - Jan. 24 Apr. 22 - Apr. 25	NSCC ITC UCCB Sydney NSCC ITC
	ASTA 1812	Automatic Transmissions Controls & Servicing	Jan. 27 - Jan. 31 Jan. 27 - Jan. 31 Apr. 28 - May 2	NSCC ITC UCCB Sydney NSCC ITC
	ASTA 1825	Automatic Transmissions & Transaxle Overhauling	Feb. 3 - Feb. 7 Feb. 3 - Feb. 7 May 5 - May 9	NSCC ITC UCCB Sydney NSCC ITC
Automotive Service Technician (E)	ASTA 1818	Engine Diagnosis, Service and Repair	Feb. 10 - Feb. 14 Feb. 17 - Feb. 21 May 20 - May 23	UCCB Sydney NSCC ITC NSCC ITC
	ASTA 1819	Diesel Engines	Feb. 17 - Feb. 21 Feb. 24 - Feb. 28 May 26 - May 30	UCCB Sydney NSCC ITC NSCC ITC
	ASTA 1814	ABS/Traction Control Systems	Feb. 24 - Feb. 28 Mar. 3 - Mar. 7 June 2 - June 6	UCCB Sydney NSCC ITC NSCC ITC
	ASTA 1815	HVAC Systems	Mar. 3 - Mar. 7 Mar. 10 - Mar. 14 June 9 - June 13	UCCB Sydney NSCC ITC NSCC ITC
Boilermaker	Level 1	6 week section	Sept. 30 - Nov. 8	NSCC Marconi
Boilermaker	Level 3	6 week section	Nov. 12 - Dec. 20	NSCC Marconi

Trade / Course Group	Course #	Course Name	Date	Location
Boilermaker	Level 3	6 week section	Jan. 6 - Feb. 14	NSCC Marconi
Boilermaker	Entry	6 week section	Feb. 17 - Mar. 28	NSCC Marconi
Bricklayer	Level 1	5 week section	Nov. 12 - Dec. 13	NSCC Akerley
Bricklayer	Level 3	5 week section	Jan. 13 - Feb. 14	NSCC Akerley
Carpenter (B)	CARA 1821	Gable Roofs	Nov. 12 - Nov. 15 Jan. 13 - Jan. 17	NSCC ITC NSCC Marconi
	CARA 1803	Equal Sloped Hip Roofs	Nov. 18 - Nov. 22 Jan. 20 - Jan. 24	NSCC ITC NSCC Marconi
	CARA 1804	Intersecting Roofs of Equal Slope	Nov. 25 - Nov. 29 Jan. 27 - Jan. 31	NSCC ITC NSCC Marconi
	CARA 1805	Exterior Finish	Dec. 2 - Dec. 6 Feb. 3 - Feb. 7	NSCC ITC NSCC Marconi
	CARA 1806	Exterior Siding / Cladding	Dec. 9 - Dec. 13 Feb. 10 - Feb. 14	NSCC ITC NSCC Marconi
Carpenter (C)	CARA 1807	Floor, Wall and Ceiling Coverings	Jan. 13 - Jan. 17	NSCC ITC
			Mar. 3 - Mar. 7	NSCC ITC
			Mar. 3 - Mar. 7	NSCC Marconi
	CARA 1808	Interior Doors and Trim	Jan. 20 - Jan. 24	NSCC ITC
			Mar. 10 - Mar. 14	NSCC ITC
			Mar. 10 - Mar. 14	NSCC Marconi
	CARA 1809	Common Stairs	Jan. 27 - Jan. 31	NSCC ITC
			Mar. 17 - Mar. 21	NSCC ITC
			Mar. 17 - Mar. 21	NSCC Marconi
	CARA 1810	Cabinets and Millwork	Feb. 3 - Feb. 7	NSCC ITC
			Mar. 24 - Mar. 28	NSCC ITC
			Mar. 24 - Mar. 28	NSCC Marconi
	CARA 1811	Advanced Roofs	Feb. 10 - Feb. 14	NSCC ITC
			Mar. 31 - Apr. 4	NSCC ITC
			Mar. 31 - Apr. 4	NSCC Marconi

Trade / Course Group	Course #	Course Name	Date	Location
Carpenter (D)	CARA 1814	Energy Efficient Construction	Jan. 13 - Jan. 17	NSCC ITC
			Mar. 3 - Mar. 7	NSCC ITC
			Apr. 22 - Apr. 25	NSCC Marconi
	CARA 1817	Renovation	Jan. 20 - Jan. 24	NSCC ITC
			Mar. 10 - Mar. 14	NSCC ITC
			Apr. 28 - May 2	NSCC Marconi
	CARA 1812	Advanced Stairs	Jan. 27 - Jan. 31	NSCC ITC
			Mar. 17 - Mar. 21	NSCC ITC
			May 5 - May 9	NSCC Marconi
	CARA 1813	Heavy Commercial Construction	Feb. 3 - Feb. 7	NSCC ITC
			Mar. 24 - Mar. 28	NSCC ITC
			May 12 - May 16	NSCC Marconi
Cook (B)	COOA 1804	Sauces	Nov. 4 - Nov. 8	NSCC ITC
			Nov. 4 - Nov. 8	NSCC Marconi
	COOA 1805	Meat, Poultry and Game Cutting	Nov. 12 - Nov. 15	NSCC ITC
			Nov. 12 - Nov. 15	NSCC Marconi
	COOA 1806	Meat, Poultry and Game Preparation	Nov. 18 - Nov. 22	NSCC ITC
			Nov. 18 - Nov. 22	NSCC Marconi
	COOA 1807	Fish and Seafood	Nov. 25 - Nov. 29	NSCC ITC
			Nov. 25 - Nov. 29	NSCC Marconi
	COOA 1812	Baking and Desserts 2	Dec. 2 - Dec. 6	NSCC ITC
			Dec. 2 - Dec. 6	NSCC Marconi
Cook (C)	COOA 0801	Human Relations	Jan. 13 - Jan. 17	NSCC ITC
			Jan. 13 - Jan. 17	NSCC Marconi
	COOA 1809	Cold Kitchen 2	Jan. 20 - Jan. 24	NSCC ITC
			Jan. 20 - Jan. 24	NSCC Marconi
	COOA 1813	Baking and Desserts 3	Jan. 27 - Jan. 31	NSCC ITC
			Jan. 27 - Jan. 31	NSCC Marconi
	COOA 1816	Food Service Management 1 (Costing)	Feb. 3 - Feb. 7	NSCC ITC
			Feb. 3 - Feb. 7	NSCC Marconi
	COOA 1814*	Food Service Management 2A (Nutrition)	Feb. 10 - Feb. 14	NSCC ITC
			Feb. 10 - Feb. 14	NSCC Marconi
* 1814 & 1815 are corequisites	COOA 1815*	Food Service Management 2B (Menu)	Feb. 17 - Feb. 21	NSCC ITC
			Feb. 17 - Feb. 21	NSCC Marconi

Trade / Course Group	Course #	Course Name	Date	Location
Construction / Industrial Electrician (A)	ELEA 0801	Safety Practices / Building Codes	Sept. 9 - Sept. 13	NSCC ITC
	ELEA 0802	Generic Blueprint	Sept. 16 - Sept. 20	
	ELEA 1804	Tools and Equipment	Sept. 23 - Sept. 27	
	ELEA 1805	DC Theory / Series and Parallel Circuits	Sept. 30 - Oct. 4	
	ELEA 1806	Conductors, Cables and Voltage Drop	Oct. 7 - Oct. 11	
	ELEA 1824	Fundamental Wiring	Oct. 15 - Oct. 18	
Construction / Industrial Electrician (B)	ELEA 1807	Raceway Installation	Sept. 9 - Sept. 13	NSCC ITC
			Oct. 21 - Oct. 25	NSCC Marconi
			Jan. 6 - Jan. 10	NSCC Burr ridge
			Jan. 6 - Jan. 10	NSCC ITC
			Mar. 10 - Mar. 14	NSCC ITC
			Apr. 22 - Apr. 25	NSCC ITC
	ELEA 1834*	Single-Phase Theory I	Sept. 16 - Sept. 20	NSCC ITC
			Oct. 28 - Nov. 1	NSCC Marconi
			Jan. 13 - Jan. 17	NSCC Burr ridge
			Jan. 13 - Jan. 17	NSCC ITC
			Mar. 17 - Mar. 21	NSCC ITC
			Apr. 28 - May 2	NSCC ITC
	ELEA 1831*	Single-Phase Theory II	Sept. 23 - Sept. 27	NSCC ITC
			Nov. 4 - Nov. 8	NSCC Marconi
			Jan. 20 - Jan. 24	NSCC Burr ridge
			Jan. 20 - Jan. 24	NSCC ITC
			Mar. 24 - Mar. 28	NSCC ITC
			May 5 - May 9	NSCC ITC
	ELEA 1809	Three-Phase Theory / Distribution Systems Conditioning	Sept. 30 - Oct. 4	NSCC ITC
			Nov. 12 - Nov. 15	NSCC Marconi
			Jan. 27 - Jan. 31	NSCC Burr ridge
			Jan. 27 - Jan. 31	NSCC ITC
			Mar. 31 - Apr. 4	NSCC ITC
			May 12 - May 16	NSCC ITC
ELEA 1810	Distribution Equipment / Protective Devices	Oct. 7 - Oct. 11	NSCC ITC	
		Nov. 18 - Nov. 22	NSCC Marconi	
		Feb. 3 - Feb. 7	NSCC Burr ridge	
		Feb. 3 - Feb. 7	NSCC ITC	
		Apr. 7 - Apr. 11	NSCC ITC	
		May 20 - May 23	NSCC ITC	

* 1834 & 1831 are corequisites

* 1834 & 1831 are corequisites

Trade / Course Group	Course #	Course Name	Date	Location
Construction / Industrial Electrician (B) Continued	ELEA 1825	Lighting and Controls	Oct. 15 - Oct. 18	NSCC ITC
			Nov. 25 - Nov. 29	NSCC Marconi
			Feb. 10 - Feb. 14	NSCC Burrridge
			Feb. 10 - Feb. 14	NSCC ITC
			Apr. 14 - Apr. 17	NSCC ITC
			May 26 - May 30	NSCC ITC
	ELEA 1808	Heating Systems	Oct. 21 - Oct. 25	NSCC ITC
			Dec. 2 - Dec. 6	NSCC Marconi
			Feb. 17 - Feb. 21	NSCC Burrridge
			Feb. 17 - Feb. 21	NSCC ITC
			Apr. 22 - Apr. 25	NSCC ITC
			June 2 - June 6	NSCC ITC
	ELEA 1832	Single-Phase Service Entrance	Oct. 28 - Nov. 1	NSCC ITC
			Dec. 9 - Dec. 13	NSCC Marconi
			Feb. 24 - Feb. 28	NSCC Burrridge
Feb. 24 - Feb. 28			NSCC ITC	
Apr. 28 - May 2			NSCC ITC	
June 9 - June 13			NSCC ITC	
Construction / Industrial Electrician (C)	ELEA 1813	High-Voltage Systems	Oct. 28 - Nov. 1	NSCC ITC
			Jan. 6 - Jan. 10	NSCC ITC
			Jan. 6 - Jan. 10	NSCC Marconi
			Mar. 3 - Mar. 7	NSCC ITC
			Mar. 17 - Mar. 21	NSCC Burrridge
	ELEA 1812	Transformers	Nov. 4 - Nov. 8	NSCC ITC
			Jan. 13 - Jan. 17	NSCC ITC
			Jan. 13 - Jan. 17	NSCC Marconi
			Mar. 10 - Mar. 14	NSCC ITC
			Mar. 24 - Mar. 28	NSCC Burrridge
	ELEA 1814	DC Machines and Controls	Nov. 12 - Nov. 15	NSCC ITC
			Jan. 20 - Jan. 24	NSCC ITC
			Jan. 20 - Jan. 24	NSCC Marconi
			Mar. 17 - Mar. 21	NSCC ITC
			Mar. 31 - Apr. 4	NSCC Burrridge
	ELEA 1816	AC Generators / Three-Phase Motors	Nov. 18 - Nov. 22	NSCC ITC
			Jan. 27 - Jan. 31	NSCC ITC
			Jan. 27 - Jan. 31	NSCC Marconi
			Mar. 24 - Mar. 28	NSCC ITC
			Apr. 7 - Apr. 11	NSCC Burrridge

Trade / Course Group	Course #	Course Name	Date	Location
Construction / Industrial Electrician (C) Continued	ELEA 1815	Single Phase Motors	Nov. 25 - Nov. 29	NSCC ITC
			Feb. 3 - Feb. 7	NSCC ITC
			Feb. 3 - Feb. 7	NSCC Marconi
			Mar. 31 - Apr. 4	NSCC ITC
			Apr. 14 - Apr. 17	NSCC Burr ridge
	ELEA 1817	Motor Starters / Control Devices	Dec. 2 - Dec. 6	NSCC ITC
			Feb. 10 - Feb. 14	NSCC ITC
			Feb. 10 - Feb. 14	NSCC Marconi
			Apr. 7 - Apr. 11	NSCC ITC
			Apr. 22 - Apr. 25	NSCC Burr ridge
	ELEA 1833	Three-Phase Service Entrance	Dec. 9 - Dec. 13	NSCC ITC
			Feb. 17 - Feb. 21	NSCC ITC
			Feb. 17 - Feb. 21	NSCC Marconi
			Apr. 14 - Apr. 17	NSCC ITC
			Apr. 28 - May 2	NSCC Burr ridge
Construction / Industrial Electrician (D)	ELEA 1822	Trouble Shooting / Electrical Blueprints	Nov. 4 - Nov. 8	NSCC ITC
			Mar. 3 - Mar. 7	NSCC ITC
			Mar. 3 - Mar. 7	NSCC Marconi
			Apr. 28 - May 2	NSCC ITC
	ELEA 1819	Power Supply / Rectification / Control Circuits	Nov. 12 - Nov. 15	NSCC ITC
			Mar. 10 - Mar. 14	NSCC ITC
			Mar. 10 - Mar. 14	NSCC Marconi
			May 5 - May 9	NSCC ITC
	ELEA 1820	Integrated Circuits / Amplifiers / Solid State Drives	Nov. 18 - Nov. 22	NSCC ITC
			Mar. 17 - Mar. 21	NSCC ITC
			Mar. 17 - Mar. 21	NSCC Marconi
			May 12 - May 16	NSCC ITC
	ELEA 1823	Emergency Standby / Communications Systems	Nov. 25 - Nov. 29	NSCC ITC
			Mar. 24 - Mar. 28	NSCC ITC
			Mar. 24 - Mar. 28	NSCC Marconi
			May 20 - May 23	NSCC ITC
	ELEA 1818	Programmable Logic Controllers	Dec. 2 - Dec. 6	NSCC ITC
			Mar. 31 - Apr. 4	NSCC ITC
			Mar. 31 - Apr. 4	NSCC Marconi
			May 26 - May 30	NSCC ITC
	ELEA 1821	Signaling Systems	Dec. 9 - Dec. 13	NSCC ITC
			Apr. 7 - Apr. 11	NSCC ITC
			Apr. 7 - Apr. 11	NSCC Marconi
			June 2 - June 6	NSCC ITC

Trade / Course Group	Course #	Course Name	Date	Location
Industrial Electrician (E)	IELA 1826	Hydraulic / Pneumatic Systems	Jan. 13 - Jan. 17	NSCC ITC
	IELA 1828	Process Control / Distributed Control	Jan. 20 - Jan. 24	
	IELA 1827	Servomechanisms / Analogue Devices	Jan. 27 - Jan. 31	
	IELA 1830	Boiler Controls & Air Conditioning	Feb. 3 - Feb. 7	
	IELA 1829	Precipitators / Vibration Analysis / Energy	Feb. 10 - Feb. 14	
Farm Equipment Mechanic		5 week session	Feb. 3 - Mar. 7	NSAC
Heavy Duty / Truck & Transport Mechanic (A)	IMPA 0801	Fundamental Shop Skills	Sept. 9 - Sept. 13	UCCB Halifax
	IMPA 1803	Basic Electrical & Electronic Principles	Sept. 16 - Sept. 20	
	IMPA 1804	Hydraulics 1	Sept. 23 - Sept. 27	
	IMPA 1805	Lubricants, Lubrication & Cooling	Sept. 30 - Oct. 4	
	IMPA 1806	Braking Systems	Oct. 7 - Oct. 11	
	IMPA 1807	Engine Principles	Oct. 15 - Oct. 18	
	MPOA 1800	Basic Welding	Oct. 21 - Oct. 25	
Heavy Duty / Truck & Transport Mechanic (B)	IMPA 1808	Drive Lines	Sept. 9 - Sept. 13	UCCB Sydney
			Mar. 31 - Apr. 4	UCCB Halifax
	IMPA 1809	Ignition Systems	Sept. 16 - Sept. 20	UCCB Sydney
			Apr. 7 - Apr. 11	UCCB Halifax
	IMPA 1810	Fuel Systems 1	Sept. 23 - Sept. 27	UCCB Sydney
			Apr. 14 - Apr. 17	UCCB Halifax
	IMPA 1811	Intake & Exhaust Systems	Sept. 30 - Oct. 4	UCCB Sydney
			Apr. 22 - Apr. 25	UCCB Halifax
	IMPA 1812	Clutches & Manual Transmissions	Oct. 7 - Oct. 11	UCCB Sydney
			Apr. 28 - May 2	UCCB Halifax
IMPA 1813	Starting & Charging Systems	Oct. 15 - Oct. 18	UCCB Sydney	
		May 5 - May 9	UCCB Halifax	
IMPA 1814	Air Conditioning Systems	Oct. 21 - Oct. 25	UCCB Sydney	
		May 12 - May 16	UCCB Halifax	
Heavy Duty Equipment Technician (C)	HDEA 1801	Frames & Suspension Systems	Nov. 4 - Nov. 8	UCCB Halifax
	HDEA 1802	Manual Steering Systems & Front End Alignment	Nov. 12 - Nov. 15	
	HDEA 1803	Power Steering Systems	Nov. 18 - Nov. 22	
	HDEA 1804	Torque Converters & Powershift Transmissions	Nov. 25 - Nov. 29	
	HDEA 1805	Pneumatics	Dec. 2 - Dec. 6	
	HDEA 1806	Hydraulics 2	Dec. 9 - Dec. 13	

Trade / Course Group	Course #	Course Name	Date	Location
Truck and Transport Mechanic (C)	TTMA 1801	Frames and Suspension	Nov. 4 - Nov. 8 Jan. 6 - Jan. 10	UCCB Sydney UCCB Halifax
	TTMA 1802	Wheels, Steering and Alignment	Nov. 12 - Nov. 15 Jan. 13 - Jan. 17	UCCB Sydney UCCB Halifax
	TTMA 1803	Gasoline Fuel Injection Systems	Nov. 18 - Nov. 22 Jan. 20 - Jan. 24	UCCB Sydney UCCB Halifax
	TTMA 1804	Automatic Transmissions	Nov. 25 - Nov. 29 Jan. 27 - Jan. 31	UCCB Sydney UCCB Halifax
	TTMA 1805	Electrical Accessories and Engine Brakes	Dec. 2 - Dec. 6 Feb. 3 - Feb. 7	UCCB Sydney UCCB Halifax
	TTMA 1806	Dual Air and ABS Brake Systems	Dec. 9 - Dec. 13 Feb. 10 - Feb. 14	UCCB Sydney UCCB Halifax
Heavy Duty Equipment Technician (D)	IMPA 1815	Preventative Maintenance & Inspection	Feb. 10 - Feb. 14	UCCB Sydney
	IMPA 1816	Fuel Systems 2	Feb. 17 - Feb. 21	
	IMPA 1817	Electronic Control & Monitoring Systems	Feb. 24 - Feb. 28	
	IMPA 1818	Engine Diagnosis	Mar. 3 - Mar. 7	
	HDEA 1807	Tracked Steering Systems	Mar. 10 - Mar. 14	
	HDEA 1808	Attachments, Ground Engaging & Working Tools	Mar. 17 - Mar. 21	
	HDEA 1809	Cabs, ROPS & Safety	Mar. 24 - Mar. 28	
Truck and Transport Mechanic (D)	IMPA 1815	Preventative Maintenance & Inspection	Jan. 6 - Jan. 10 Feb. 24 - Feb. 28	UCCB Sydney UCCB Halifax
	IMPA 1816	Fuel Systems 2	Jan. 13 - Jan. 17 Mar. 3 - Mar. 7	UCCB Sydney UCCB Halifax
	IMPA 1817	Electronic Control & Monitoring Systems	Jan. 20 - Jan. 24 Mar. 10 - Mar. 14	UCCB Sydney UCCB Halifax
	IMPA 1818	Engine Diagnosis	Jan. 27 - Jan. 31 Mar. 17 - Mar. 21	UCCB Sydney UCCB Halifax
Industrial Mechanic (Millwright) (A)	IMMA 0801	Shop Tools	Sept. 3 - Sept. 6 Jan. 6 - Jan. 10	UCCB Sydney UCCB Halifax
	IMMA 1802	Power Tools	Sept. 9 - Sept. 13 Jan. 13 - Jan. 17	UCCB Sydney UCCB Halifax
	IMMA 0803	Blue Print Reading & Sketching	Sept. 16 - Sept. 20 Jan. 20 - Jan. 24	UCCB Sydney UCCB Halifax
	IMMA 1805	Rigging	Sept. 23 - Sept. 27 Jan. 27 - Jan. 31	UCCB Sydney UCCB Halifax

Trade / Course Group	Course #	Course Name	Date	Location
Industrial Mechanic (Millwright) (A)	IMMA 1806	Machine Shop Fundamentals	Sept. 30 - Oct. 4	UCCB Sydney
			Feb. 3 - Feb. 7	UCCB Halifax
	IMMA 1807	Static & Dynamic Seals	Oct. 7 - Oct. 11	UCCB Sydney
			Feb. 10 - Feb. 14	UCCB Halifax
IMMA 1808	Pumps (Positive and Non-Positive)	Oct. 15 - Oct. 18	UCCB Sydney	
		Feb. 17 - Feb. 21	UCCB Halifax	
Industrial Mechanic (Millwright) (B)	IMMA 1813	Bearings & Lubrication	Oct. 28 - Nov. 1	UCCB Sydney
			Mar. 3 - Mar. 7	UCCB Halifax
	IMMA 1809	Couplings and Clutches	Nov. 4 - Nov. 8	UCCB Sydney
			Mar. 10 - Mar. 14	UCCB Halifax
	IMMA 1810	Gear Drive Units	Nov. 12 - Nov. 15	UCCB Sydney
			Mar. 17 - Mar. 21	UCCB Halifax
	IMMA 1812	Conveyors (Material Handling Systems)	Nov. 18 - Nov. 22	UCCB Sydney
			Mar. 24 - Mar. 28	UCCB Halifax
IMMA 1819	Sheaves & Sprockets	Nov. 25 - Nov. 29	UCCB Sydney	
		Mar. 31 - Apr. 4	UCCB Halifax	
IMMA 1821	Oxy-Fuel / Electric Arc Welding	Dec. 2 - Dec. 6	UCCB Sydney	
		Apr. 7 - Apr. 11	UCCB Halifax	
IMMA 1804	Equipment & Mechanical Installation Blue Print	Dec. 9 - Dec. 13	UCCB Sydney	
		Apr. 14 - Apr. 17	UCCB Halifax	
Industrial Mechanic (Millwright) (C)	IMMA 1814	Fluid Power 1 (Basic Hydraulics)	Sept. 16 - Sept. 20	UCCB Halifax
			Jan. 6 - Jan. 10	UCCB Sydney
	IMMA 1815	Fluid Power 2 (Control, Circuits & Testing)	Sept. 23 - Sept. 27	UCCB Halifax
			Jan. 13 - Jan. 17	UCCB Sydney
	IMMA 1817	Pneumatics	Sept. 30 - Oct. 4	UCCB Halifax
			Jan. 20 - Jan. 24	UCCB Sydney
IMMA 1818	Compressors	Oct. 7 - Oct. 11	UCCB Halifax	
		Jan. 27 - Jan. 31	UCCB Sydney	
IMMA 1823	Internal Combustion Engines / Basic Electrical	Oct. 15 - Oct. 18	UCCB Halifax	
		Feb. 3 - Feb. 7	UCCB Sydney	
IMMA 1822	Fans & Boilers	Oct. 21 - Oct. 25	UCCB Halifax	
		Feb. 10 - Feb. 14	UCCB Sydney	
Industrial Mechanic (Millwright) (D)	IMMA 1811	Alignment 1 (Basic)	Nov. 4 - Nov. 8	UCCB Halifax
			Feb. 24 - Feb. 28	UCCB Sydney
	IMMA 1828	Alignment 2 (Reverse & Cross, Laser)	Nov. 12 - Nov. 15	UCCB Halifax
Mar. 3 - Mar. 7			UCCB Sydney	

Trade / Course Group	Course #	Course Name	Date	Location
Industrial Mechanic (Millwright) (D) Continued	IMMA 0820	Metallurgy	Nov. 18 - Nov. 22 Mar. 10 - Mar. 14	UCCB Halifax UCCB Sydney
	IMMA 1824	Steam & Gas Turbines	Nov. 25 - Nov. 29 Mar. 17 - Mar. 21	UCCB Halifax UCCB Sydney
	IMMA 1825	Dynamic Balancing / Vibration Analysis / Maintenance	Dec. 2 - Dec. 6 Mar. 24 - Mar. 28	UCCB Halifax UCCB Sydney
	IMMA 1826	Machinery Installation & Optical Alignment	Dec. 9 - Dec. 13 Mar. 31 - Apr. 4	UCCB Halifax UCCB Sydney
Ironworker (Generalist)	Level 3	8 week section	Oct. 21 - Dec. 13	NSCC Pictou
Ironworker (Generalist)	Level 3	8 week section	Jan. 6 - Feb. 28	NSCC Pictou
Ironworker (Generalist)	Level 2	8 week section	Mar. 17 - May 9	NSCC Pictou
Machinist (C)	MCHA 1828	Mechanical Fasteners / Power Transmission / Lubrication	Oct. 28 - Nov. 1	NSCC ITC
	MCHA 1829	Material Selection & Heat Treatment / Carbide Tooling	Nov. 4 - Nov. 8	
	MCHA 1813	Advanced Lathe Operations	Nov. 12 - Nov. 15	
	MCHA 1814	Vertical Milling Machines	Nov. 18 - Nov. 22	
	MCHA 1805	Specialty Machinable Materials / Reciprocating Machines	Nov. 25 - Nov. 29	
Machinist (D)	MCHA 1816	Planning and Measuring / Precision Layout	Jan. 13 - Jan. 17	NSCC ITC
	MCHA 1815	Spur Gears	Jan. 20 - Jan. 24	
	MCHA 1822	Bevel, Helical and Worm Gears	Jan. 27 - Jan. 31	
	MCHA 1818	Abrasives and Surface Grinders	Feb. 3 - Feb. 7	
	MCHA 1819	Cylindrical Grinders and Universal Cutter and Tool Grinder	Feb. 10 - Feb. 14	
Machinist (E)	MCHA 1806	Precision Measurement / Boring Mills	Mar. 17 - Mar. 21	NSCC ITC
	MCHA 1823	Jigs and Fixtures	Mar. 24 - Mar. 28	
	MCHA 1824	Special Processes (EDM)	Mar. 31 - Apr. 4	
	MCHA 1820	Numerical Control & CNC	Apr. 7 - Apr. 11	
	MCHA 1821	CNC Programming	Apr. 14 - Apr. 17	
Metal Fabricator (Fitter)	Level 4	6 week section	Jan. 13 - Feb. 21	NSCC Marconi
MVR Body Repairer (A)	MVBR 0001	Shop Safety	Mar. 3 - Mar. 7	UCCB Halifax
	MVBR 1002	Auto Body Welding	Mar. 10 - Mar. 14	
	MVBR 1003	Vehicle Construction	Mar. 17 - Mar. 21	
	MVBR 1004	Auto Body Sheet Metal	Mar. 24 - Mar. 28	
	MVBR 1005	Auto Body Preparation	Mar. 31 - Apr. 4	
	MVBR 1006	Corrosion Protection	Apr. 7 - Apr. 11	

Trade / Course Group	Course #	Course Name	Date	Location
MVR Body Repairer (C)	MVBR 1011	Steering, Suspension and Mechanical Systems	Apr. 14 - Apr. 17	UCCB Halifax
	MVBR 1012	Panel Replacement	Apr. 22 - Apr. 25	
	MVBR 1013	Unitized Body and Conventional Frames	Apr. 28 - May 2	
	MVBR 1014	Unitized Body Repair	May 5 - May 9	
	MVBR 1015	Estimating and Appraisal	May 12 - May 16	
Oil Burner (A)	OBMA 0801	Fundamental Skills	Sept. 9 - Sept. 13	NSCC Akerley
	OBMA 0802	Tools and Equipment / Soldering, Flaring & Threading	Sept. 16 - Sept. 20	
	OBMA 1815	Fuel Storage	Sept. 23 - Sept. 27	
	OBMA 1816	Fuel Delivery Systems	Sept. 30 - Oct. 4	
	OBMA 0817	Planned Maintenance / Trade Practice	Oct. 7 - Oct. 11	
	OBMA 1804	Combustion & Air Handling	Oct. 15 - Oct. 18	
Oil Burner (B)	OBMA 1805	Electricity 1 (Principles of Electricity)	Oct. 28 - Nov. 1 May 12 - May 16	NSCC Akerley
	OBMA 1806	Electricity 2 (Ignition Systems, Electrical Devices and Switches)	Nov. 4 - Nov. 8 May 20 - May 23	
	OBMA 1818	Electricity 3 (Electronics and Solid State) / Motors	Nov. 12 - Nov. 15 May 28 - May 30	
	OBMA 1807	Controls and Wiring	Nov. 18 - Nov. 22 June 2 - June 6	
	OBMA 1809	Combustion Chambers / Chimneys, Venting & Draft Control	Nov. 25 - Nov. 29 June 9 - June 13	
Oil Burner (C)	OBMA 1810	Hydronic Heating Systems	Mar. 31 - Apr. 4	NSCC Akerley
	OBMA 1811	Warm Air Furnaces / Steam Systems	Apr. 7 - Apr. 11	
	OBMA 1812	Domestic Hot Water Heaters / Zoning	Apr. 14 - Apr. 17	
	OBMA 1819	House as a System / Retrofit	Apr. 22 - Apr. 25	
	OBMA 1808	Specialized Systems / Service & Troubleshooting	Apr. 28 - May 2	
Plumber (A)	PLGA 0802	Safety / Tools and Equipment	Mar. 10 - Mar. 14	NSCC ITC
	PLGA 0801	Blueprint Reading and Interpretation 1 (Basic Residential)	Mar. 17 - Mar. 21	
	PLGA 1810	Pipe, Fittings and Piping Assembly 1A (Ferrous)	Mar. 24 - Mar. 28	
	PLGA 1811	Pipe, Fittings and Piping Assembly 1B (Non-Ferrous)	Mar. 31 - Apr. 4	
	PLGA 1806	Pipe, Fittings and Piping Assembly 2	Apr. 7 - Apr. 11	
	PLGA 1820	Draining and Venting Systems 1A (Residential)	Apr. 14 - Apr. 17	
	PLGA 1821	Draining and Venting Systems 1B (Residential)	Apr. 22 - Apr. 25	
	PLGA 1822	Water Supply 1 (Water Service / Rough-In)	Apr. 28 - May 2	

Trade / Course Group	Course #	Course Name	Date	Location
Plumber (B)	PLGA 1804	Blueprint Reading and Interpretation 2 (Advanced Residential / Commercial)	Sept. 23 - Sept. 27 Jan. 20 - Jan. 24	NSCC ITC
	PLGA 1833	Draining and Venting Systems 2A (Storm Systems)	Oct. 7 - Oct. 11 Feb. 3 - Feb. 7	
	PLGA 1830	Specialty Piping Applications	Oct. 15 - Oct. 18 Feb. 10 - Feb. 14	
	PLGA 1825	Draining & Venting Systems 2B (Commercial Drainage)	Oct. 21 - Oct. 25 Feb. 17 - Feb. 21	
	PLGA 1808	Hydronic Heating 1 (Residential)	Sept. 30 - Oct. 4 Jan. 27 - Jan. 31	
Plumber (C)	PLGA 1824	Appliances, Fixtures and Trim	Jan. 6 - Jan. 10 Mar. 31 - Apr. 4	NSCC ITC
	PLGA 1823	Water Supply 2 (Hot Water Storage Tanks and Heaters)	Jan. 13 - Jan. 17 Apr. 7 - Apr. 11	
	PLGA 1834	Draining & Venting Systems 2C (Commercial Venting)	Jan. 20 - Jan. 24 Apr. 14 - Apr. 17	
	PLGA 1807	Blueprint Reading & Interpretation 3 (Commercial/Industrial)	Jan. 27 - Jan. 31 Apr. 22 - Apr. 25	
	PLGA 1809	Hydronic Heating 2 (Commercial)	Feb. 3 - Feb. 7 Apr. 28 - May 2	
Plumber (D)	PLGA 1829	Water Supply 3 (Water Softeners & Conditioning) Cross Connection Control	Nov. 12 - Nov. 15	NSCC ITC
			Jan. 13 - Jan. 17	NSCC Marconi
			Feb. 17 - Feb. 21	NSCC ITC
			May 12 - May 16	NSCC ITC
	PLGA 1827	Rural Water Supply	Nov. 18 - Nov. 22	NSCC ITC
			Jan. 20 - Jan. 24	NSCC Marconi
			Feb. 24 - Feb. 28	NSCC ITC
			May 20 - May 23	NSCC ITC
	PLGA 1831	Rural Waste / Specialty Plumbing Applications	Nov. 25 - Nov. 29	NSCC ITC
			Jan. 27 - Jan. 31	NSCC Marconi
			Mar. 3 - Mar. 7	NSCC ITC
			May 26 - May 30	NSCC ITC
	PLGA 1828	Draining & Venting Systems 3 (Commercial / Industrial)	Dec. 2 - Dec. 6	NSCC ITC
			Feb. 3 - Feb. 7	NSCC Marconi
			Mar. 10 - Mar. 14	NSCC ITC
			June 2 - June 6	NSCC ITC

Trade / Course Group	Course #	Course Name	Date	Location
Plumber (D) Continued	PLGA 1832	Fundamentals of Gas Piping	Dec. 9 - Dec. 13	NSSC ITC
			Feb. 10 - Feb. 14	NSSC Marconi
			Mar. 17 - Mar. 21	NSSC ITC
			June 9 - June 13	NSSC ITC
Powerline Technician (3B)	PLTA 0814	Polyphase Generation	Jan 13 - Jan. 17	NSSC Akerley
	PLTA 0815	Three Phase Systems	Jan. 20 - Jan. 24	
	PLTA 0816	Transformer Banking	Jan. 27 - Jan. 31	
Powerline Technician (2B)	PLTA 0810	Streetlighting Circuits	Feb. 3 - Feb. 7	NSSC Akerley
	PLTA 0811	Live Line Work	Feb. 10 - Feb. 14	
Powerline Technician (3A)	PLTA 0812	Transformers	Feb. 17 - Feb. 21	NSSC Akerley
	PLTA 0813	UG Systems and Environmental Protocol	Feb. 24 - Feb. 28	
Powerline Technician (2A)	PLTA 0807	Advanced AC Theory 1	Mar. 3 - Mar. 7	NSSC Akerley
	PLTA 0808	Advanced AC Theory 2	Mar. 10 - Mar. 14	
	PLTA 0809	System Operation and Single Phase Metering	Mar. 17 - Mar. 21	
Refrigeration & A/C Mechanic	Level 1	7 week section	Nov. 4 - Dec. 13	NSSC ITC
Refrigeration & A/C Mechanic	Level 2	6 week section	Jan. 6 - Feb. 14	NSSC ITC
Refrigeration & A/C Mechanic	Level 3	6 week section	Feb. 24 - Apr. 4	NSSC ITC
Refrigeration & A/C Mechanic	Level 4	6 week section	Apr. 14 - May 23	NSSC ITC
Sheet Metal Worker	Level 1	8 week section	Oct. 21 - Oct. 25	NSSC Akerley
Sheet Metal Worker	Level 2	8 week section	Jan. 13 - Jan. 17	NSSC Akerley
Sheet Metal Worker	Level 3	5 week section	Feb. 24 - Mar. 28	NSSC Akerley
Sheet Metal Worker	Level 4	5 week section	Apr. 7 - May 9	NSSC Akerley
Sprinkler System Installer	Level 2	5 week section	Jan. 6 - Feb. 7	UA 56
Sprinkler System Installer	Level 4	5 week section	Oct. 21 - Nov. 22	UA 56

Trade / Course Group	Course #	Course Name	Date	Location
Steamfitter - Pipefitter (A) * 1810 & 1811 are corequisites	STMA 0802	Safety / Tools and Equipment	Sept. 23 - Sept. 27	NSCC Marconi
	STMA 0801	Blueprint Reading & Interpretation 1 (Basic Residential)	Sept. 30 - Oct. 4	
	STMA 1810*	Pipe, Fittings and Piping Assembly 1A (Ferrous)	Oct. 7 - Oct. 11	
	STMA 1811*	Pipe, Fittings and Piping Assembly 1B (Non-Ferrous)	Oct. 15 - Oct. 18	
	STMA 1806	Pipe, Fittings and Piping Assembly 2	Oct. 21 - Oct. 25	
Steamfitter - Pipefitter (B)	STMA 1804	Blueprint Reading & Interpretation 2 (Advanced Residential / Commercial)	Nov. 4 - Nov. 8	NSCC Marconi
	STMA 1808	Hydronic Heating 1 (Residential)	Nov. 12 - Nov. 15	
	STMA 1849	Introduction to Electricity	Nov. 18 - Nov. 22	
	STMA 1807	Blueprint Reading & Interpretation 3 (Commercial / Industrial)	Nov. 25 - Nov. 29	
	STMA 1805	Fuel / Electric Welding and Cutting	Dec. 2 - Dec. 6	
	STMA 1830	Specialty Piping Applications	Dec. 9 - Dec. 13	
Steamfitter - Pipefitter (C)	STMA 1809	Hydronic Heating 2 (Commercial)	Jan., 6 - Jan. 10	NSCC Marconi
	STMA 1842	Valves	Jan. 13 - Jan. 17	
	STMA 1848	Pipe Bending	Jan. 20 - Jan. 24	
	STMA 1844	Low Pressure Steam	Jan. 27 - Jan. 31	
	STMA 1845	High Pressure Steam	Feb. 3 - Feb. 7	
	STMA 1847	Pipe Fabrication	Feb. 10 - Feb. 14	
Steamfitter - Pipefitter (D)	STMA 1840	Pumps, Compressors & Hydraulic Systems	Feb. 24 - Feb. 28	NSCC Marconi
	STMA 1841	Refrigeration	Mar. 3 - Mar. 7	
	STMA 1843	Instrumentation	Mar. 10 - Mar. 14	
	STMA 1846	Specialty Steamfitting-Pipefitting Systems	Mar. 17 - Mar. 21	
	STMA 1832	Fundamentals of Gas Piping	Mar. 24 - Mar. 28	
Welder	B Level	6 week section	Nov. 4 - Dec. 13	NSCC Halifax
Welder	A Level	6 weeks section	Jan. 13 - Feb. 21	NSCC Halifax

Examinations

The Examination Process

To write an examination, your application must be received by Support Services of the Apprenticeship Training Division at least 20 working days before the requested examination date. Applications received after the apply before date will be processed for the next available examination sitting.

Support Services will send confirmation letters to approved applicants only. Please do not attend an examination sitting without written confirmation. Approved applicants should arrive early for the examination and bring photo identification.

Examination scoring will commence on the Wednesday following the regularly scheduled examination sitting. The examination results, complete with an analysis, will be mailed to the client after the examination sitting. Please note that examination results (marks, pass/fail) will not be released over the telephone.

Examinations are normally written at scheduled examination times. Only under special circumstances, with written request from the client and with the approval of the Director of Apprenticeship will exceptions be made.

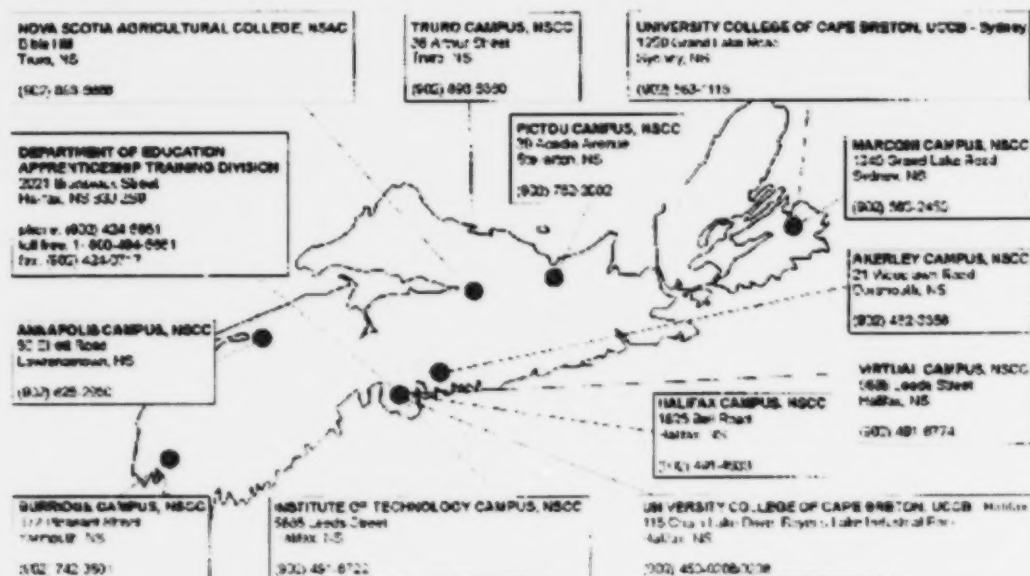
Section 19 Applicants

Section 19 of the General Regulations under the *Apprenticeship and Trades Qualifications Act and General Regulations* provides the opportunity for non-apprentices to write the Certificate of Qualification examinations. Candidates must meet the criteria as set out in the General Regulations and the Trade Regulations.

All Section 19 applicants must first contact an Industrial Training and Certification Officer, Apprenticeship Training Division, to discuss training or certification options. Only those applicants who are referred by an Industrial Training and Certification Officer will be considered under Section 19.

Training and Examination Locations

For further information, please contact one of these locations or the Apprenticeship Training Division directly.



Examination Schedule

Exam Date	Apply Before	Location	Sitting ID#	Time
September 14, 2002	August 17, 2002	Burridge Campus	14472	1:00 pm
		Institute of Technology	14473	
October 26, 2002	September 28, 2002	Institute of Technology Campus	14475	1:00 pm
		University College of Cape Breton	14476	
November 16, 2002	October 19, 2002	Institute of Technology Campus	14477	1:00 pm
December 14, 2002	November 16, 2002	Institute of Technology Campus	14478	1:00 pm
		Pictou Campus	14474	
		Marconi Campus	14479	
February 15, 2003	January 18, 2003	Burridge Campus	14480	1:00 pm
		Institute of Technology Campus	14481	
		University College of Cape Breton	14483	
March 01, 2003	February 01, 2003	Pictou Campus	14491	1:00 pm
		Marconi Campus	14496	
March 29, 2003	March 01, 2003	Institute of Technology Campus	14484	1:00 pm
		University College of Cape Breton	14485	
April 12, 2003	March 15, 2003	Institute of Technology Campus	14486	1:00 pm
		Marconi Campus	14487	
May 10, 2003	April 12, 2003	Institute of Technology Campus	14488	1:00 pm
		Pictou Campus	14482	
May 31, 2003	May 02, 2003	Burridge Campus	14489	1:00 pm
		Institute of Technology Campus	14490	
		University College of Cape Breton	14492	
June 14, 2003	May 17, 2003	Institute of Technology Campus	14493	1:00 pm
		Marconi Campus	14494	
July 12, 2003	June 14, 2003	Institute of Technology Campus	14495	1:00 pm

Are you in Compliance ...

With the *Apprenticeship and Trades Qualifications Act and General Regulations*?

FIFTY-THREE TRADES have official designation in the Province of Nova Scotia. These trades are regulated by the *Apprenticeship and Trades Qualifications Act and General Regulations*. Eight of these trades are specified as compulsory certified meaning "a trade where a person working at the trade is required to hold a current Certificate of Qualification, or be a registered apprentice or an improver, or have a current temporary permit, or have a current Certificate of Qualification bearing the Interprovincial Red Seal." Trades are specified as compulsory certified on the request of industry and this request is generally based on reasons of public and worker safety.

The eight compulsory certified trades in Nova Scotia are:

- Automotive Service Technician
- Automotive Service Technician (Service Station Mechanic)
- Bricklayer
- Construction Electrician
- Oil Burner Mechanic
- Plumber
- Refrigeration and Air Conditioning Mechanic
- Truck and Transport Mechanic

"No person other than a registered apprentice or an improver employed during a probationary period, or a person with a current Certificate of Qualification bearing the Interprovincial Red Seal shall engage in a certified trade unless the person holds a current Certificate of Qualification or a current Temporary Permit." (*Apprenticeship and Trades Qualifications Act and General Regulations*, Section 30, page 27.)

Where these regulations are not being adhered to, persons employed in the trade are deemed to be in non-compliance with the *Apprenticeship and Trades Qualifications Act and General Regulations* and may be working in an illegal situation.

If you are unsure of your status as to compliance with the *Apprenticeship and Trades Qualifications Act and General Regulations*, contact:

Apprenticeship Training Division
Department of Education
PO Box 578
2021 Brunswick Street
Halifax, NS
B3J 2S9

Tel: 902-424-5651
Toll Free: 1-800-494-5651
Fax: 902-424-0717

The Apprenticeship Training Division is committed to ensuring that all practitioners in certified trades are in compliance with the Act. Please contact one of the apprenticeship training regional offices to schedule an appointment with an Industrial Training and Certification Officer so that all options are explored for you to acquire certification.

Contacting the Apprenticeship Training Division

For more information on apprenticeship training, please contact the regional apprenticeship training office in your area or make inquiries through e-mail: apprenticeship@gov.ns.ca. You may also visit the Apprenticeship Training Division Web site: <http://www.apprenticeship.EDnet.ns.ca/>

Halifax

Department of Education
Apprenticeship Training Division
2021 Brunswick Street
P.O. Box 578
Halifax, N.S. B3J 2S9

Tel: (902) 424-5651
Toll Free: 1-800-494-5651
Fax: (902) 424-0717

Truro

Department of Education
Apprenticeship Training Division
Suite 3
60 Lorne Street
Truro, N.S. B2N 3K3

Tel: (902) 893-5988
Fax: (902) 893-6104

Sydney

Department of Education
Apprenticeship Training Division
338 Charlotte Street
Sydney, N.S. B1P 1C8

Tel: (902) 563-2149
Fax: (902) 563-3491

Yarmouth

Department of Education
Apprenticeship Training Division
10 Starrs Road
Yarmouth, N.S. B5A 2T1

Tel: (902) 742-0775
Fax: (902) 742-4628



